



COMMAND, CONTROL,
COMMUNICATIONS, AND
INTELLIGENCE

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
6000 DEFENSE PENTAGON
WASHINGTON, DC 20301-6000

November 10, 1998

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENT
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Personnel Security Investigations and Adjudications

On March 24, 1997, the President approved the uniform Adjudicative Guidelines (Attachment 1), and Temporary Eligibility Standards and Investigative Standards (Attachment 2) required by Executive Order 12968, "Access to Classified Information." These guidelines and investigative standards supersede that contained in Change 3 to DoD 5200.2-R, "DoD Personnel Security Program," dated February 23, 1996 and subsequent policy memoranda on the same subject.

Of particular note are the investigative standards for access to Secret and Confidential information, to include Special Access Program (SAP) information. The investigative and reinvestigative scope for Secret and Confidential access will consist of a National Agency Check, Local Agency Checks and Credit Check (NACLC). Also, individuals with Secret access will be subject to a periodic reinvestigation (PR) every 10 years and for those with Confidential access, every 15 years. The cost of the new investigative standards for access to Secret and Confidential information is offset by the reduction in cost for the single scope background investigation and afford the Department enhanced security protection against the insider threat. The investigative standards for access to Top Secret and Sensitive Compartmented Information were implemented by the ASD(C3I) on July 1, 1996.

Effective January 1, 1999, the Defense Security Service (DSS) will begin implementing the NACLC investigative and reinvestigative requirement for Secret and Confidential access. Implementation details are contained in Attachment 3. The E.O. 10450 investigative requirement for civilian employment remains unchanged. The National Agency Check with Written Inquiries and credit check (NACIC) or Access NACIC (ANACI) will continue to serve as the basis for Secret/Confidential clearances for civilian employees of the Department.

This policy will be incorporated into the next version of DoD 5200.2-R not later than January 1, 2000.

Arthur L. Money
Senior Civilian Official

November 1998

INVESTIGATIVE STANDARDS FOR BACKGROUND INVESTIGATIONS
FOR
ACCESS TO CLASSIFIED INFORMATION¹

A. INTRODUCTION

The following investigative standards have been established for all United States Government civilian and military personnel, consultants, contractors, employees of contractors, licensees, certificate holders or grantees and their employees and other individuals who require access to classified information, to include Sensitive Compartmented Information (SCI) and Special Access Programs (SAPs), and constitute the investigative basis for final clearance determinations. However, nothing in these standards prohibits the Department of Defense from using any lawful investigative procedures in addition to these requirements in order to resolve any issue identified in the course of a background investigation or reinvestigation.

B. THE THREE STANDARDS

There are three standards (Table 1 summarizes when to use each one):

1. The investigation and reinvestigation standard for access to CONFIDENTIAL and SECRET (including all SECRET-level SAPs not specifically approved for enhanced investigative requirements by an official authorized to establish SAPs by Section 4.4 of Executive Order 12958);
2. The investigation standard for access to TOP SECRET (including TOP SECRET SAPs) and SCI; and
3. The reinvestigation standard for continued access to the levels listed in subsection B.2, above.

C. EXCEPTIONS TO PERIODS OF COVERAGE

Some elements of standards specify a period of coverage (e.g., seven years). Where appropriate, such coverage may be shortened to the period from the subject's 18th birthday to the present or to two years, whichever is longer.

Comment: However, no investigation shall be conducted prior to an individual's 16th birthday. Additionally, lack of coverage in any investigative category shall be compensated for through other investigative means.

D. EXPANDING INVESTIGATIONS

Investigations and reinvestigations may be expanded under the provisions of Executive Order 12968 and other applicable statutes and Executive Orders.

¹ Italicized type is used to amplify the standards in certain areas for implementation within DoD.

November 1998

E. TRANSFERABILITY

Investigations that satisfy the requirements of a given standard and are current meet the investigative requirements for all levels specified for the standard. They shall be mutually and reciprocally accepted by all agencies.

F. BREAKS IN SERVICE

If a person who requires access has been retired or separated from U.S. Government employment for less than 24 months and is the subject of an investigation that is otherwise current, the agency regranting the access will, as a minimum, review an updated SF 86 (or EPSQ) and applicable records. A reinvestigation is not required unless the review indicates the person may no longer satisfy the standards of this Regulation.

G. THE NATIONAL AGENCY CHECK (NAC) The NAC is a part of all investigations and reinvestigations.

Comment: The scope for the NAC is five years or to age 18, whichever is the shorter period.

At a minimum, it consists of a review of the following:

1. Investigative and criminal history files of the FBI, including a technical fingerprint search;
 - a. *FBI/HQ has on file copies of investigations conducted by the FBI. The FBI/HQ check consists of a review of files for information of a security nature and that developed during applicant-type investigations.*
 - b. *FBI/ID check (excluding ENTNACs) is based upon a technical fingerprint search that consists of a classification of the subject's fingerprints and a comparison with fingerprint cards submitted by law enforcement activities. If the fingerprint card is not classifiable, a "name check only" of these files is automatically conducted.*
2. OPM's Security/Suitability Investigations Index (SII): *The files of OPM contain the results of investigations conducted by OPM under Executive Order 10450, those requested by the NRC, the DOE, and those requested since August 1952 to serve as a basis for "Q" clearances. Additionally, personnel security adjudicative determinations rendered by other federal agencies are contained in the SII. OPM SII records will be checked on all subjects of DoD investigations.*
3. Defense Clearance and Investigations Index (DCII): *The DCII data base consists of an alphabetical index of personal names and impersonal titles that appear as subjects, co-subjects, victims, or cross-referenced incidental subjects, in investigative documents maintained by DoD criminal, counterintelligence, fraud, and personnel security investigative activities. Additionally, personnel security adjudicative determinations are maintained by subject in the DCII. DCII records will be checked on all subjects of DoD investigations.*
4. Such other national agencies (e.g., CIA, INS) appropriate to the individual's background.

November 1998

a. Central Intelligence Agency (CIA). The CIA maintains the following records:

(1) Directorate of Operations (CIA-DO/IMS) maintains the Foreign Intelligence/Counterintelligence database. This database shall be checked for all foreign nationals residing outside the U.S. requiring access to classified information (i.e., LAA). If the requester provides complete personal identifying information (complete name, date of birth, place of birth, and citizenship), all alien co-subjects (on SSBIs) residing outside the U.S. are also checked. In addition, this database shall be queried on the subject any time there is a counterintelligence concern raised during the conduct of the PSI.

(2) Office of Security (CIA-OS) maintains information on present and former employees, including members of the Office of Strategic Services (OSS), and applicants for employment. These files shall be checked if subject has been an employee of the CIA or when other sources indicate that the CIA may have pertinent information.

b. Immigration and Naturalization Service (I&NS): The files of I&NS contain (or show where filed) naturalization certificates, certificates of derivative citizenship, all military certificates of naturalization, repatriation files, petitions for naturalization and declarations of intention, visitor's visas, and records of aliens (including government officials and representatives of international organizations) admitted temporarily into the United States. I&NS records are checked when the subject is:

(1) An alien in the U.S., or

(2) A naturalized citizen whose naturalization has not been verified, or

(3) An immigrant alien, or

(4) A U.S. citizen who received derivative citizenship through the naturalization of one or both parents provided that such citizenship has not been verified in a prior investigation.

c. State Department: The State Department maintains the following records:

(1) Security Division files contains information pertinent to matters of security, violations of security, personnel investigations pertinent to that agency, and correspondence files from 1950 to date. These files are checked on all former State Department employees.

(2) Passport Division files shall be checked if subject indicates U.S. citizenship due to birth in a foreign country of American parents. This is a check of State Department Embassy files to determine if subject's birth was registered at the U.S. Embassy in the country where he/she was born. Verification of this registration is verification of citizenship.

d. Military Personnel Record Center: Files are maintained by separate departments of the Armed Forces, General Services Administration, and the Reserve Records Centers. They consist of the master personnel records of retired, separated, reserve, and active duty members of the Armed Forces.

Comment: Military requesters must review service records of any active duty member at the time the investigation is requested. Unfavorable information must be recorded on the investigative request form. Review of prior military service records is to be conducted by the investigating agency through the Defense Manpower Data Center databases or the Military Personnel Record Center files, as appropriate.

November 1998

e. Treasury Department: The files of Treasury Department agencies (Secret Service, Internal Revenue Service, and Bureau of Customs) shall be checked only when available information indicates that an agency of the Treasury Department may be reasonably expected to have pertinent information.

f. The files of other agencies such as the National Guard Bureau, etc. shall be checked when pertinent to the purpose for which the investigation is being conducted.

H. NATIONAL AGENCY CHECK WITH LOCAL AGENCY CHECKS AND CREDIT CHECK (NACLC)

1. Applicability: The NACLC applies to the investigations and reinvestigations conducted to determine eligibility for access to CONFIDENTIAL and SECRET (including all SECRET-level SAPs not specifically approved for enhanced investigative requirements by an official authorized to establish Special Access Programs by section 4.4, E.O. 12958).

2. For Reinvestigations: When to Reinvestigate. The reinvestigation may be initiated at any time following completion of, but not later than ten years for SECRET (15 years for CONFIDENTIAL) from the date of, the previous investigation or reinvestigation. (Table 2 reflects the specific requirements for when to request a reinvestigation including when there has been a break in service.)

3. Investigative Requirements:

a. Completion of Forms. Completion of SF 86 (or EPSQ) including applicable releases and supporting documentation;

b. National Agency Check. Completion of a NAC.

Comment: For Secret and Confidential periodic reinvestigations, fingerprint cards are not required if there is a previous valid technical check of the FBI.

c. Financial Review: Verification of the subject's financial status, including credit bureau checks covering all locations where the subject has resided, been employed, or attended school for six months or more for the past seven years.

d. Date and Place of Birth: Corroboration of date and place of birth through a check of appropriate documentation, if not completed in any previous investigation, and a check of Bureau of Vital Statistics records when any discrepancy is found to exist.

Comment: Verification of date and place of birth by sighting an original or certified copy of a birth certificate or other acceptable documentation should normally be accomplished by the requester prior to initiating the request for investigation. When such documentation is not readily available, investigative action may be initiated with the understanding that said documentation must be provided prior to the issuance of a clearance.

e. Local Agency Checks: As a minimum, all investigations will include checks of law enforcement agencies having jurisdiction where the subject has lived, worked, and/or attended school within the last five years, and, if applicable, of the appropriate agency for any identified arrests.

f. Expanding the Investigation. The investigation may be expanded if necessary to determine if access is clearly consistent with the national security.

November 1998

I. SINGLE SCOPE BACKGROUND INVESTIGATION (SSBI)

1. Applicability: The initial investigation for access to TOP SECRET (including TOP SECRET SAPs), SCI, and occupancy of a critical sensitive position.

2. Investigative Requirements:

a. Completion of Forms. Completion of SF 86 (or *EPSQ*), as appropriate, including applicable releases and supporting documentation;

b. National Agency Check. Completion of a NAC.

c. National Agency Check for the Spouse or Cohabitant (if applicable). Completion of a NAC, without fingerprint cards, for the spouse or cohabitant.

d. Date and Place of Birth. Corroboration of date and place of birth through a check of appropriate documentation; a check of Bureau of Vital Statistics records when any discrepancy is found to exist.

Comment: Verification of date and place of birth by sighting an original or certified copy of a birth certificate or other acceptable documentation should normally be accomplished by the requester prior to initiating the request for investigation. When such documentation is not readily available, investigative action may be initiated with the understanding that said documentation must be provided prior to the issuance of a clearance. If a variance or discrepancy in the documentation provided exists, the DD 1879 should be annotated to this effect.

e. Citizenship. For individuals born outside the United States, verification of U.S. citizenship directly from the appropriate registration authority; verification of U.S. citizenship or legal status of foreign-born immediate family members (spouse, cohabitant, father, mother, sons, daughters, brothers, sisters).

Comment: Verification of citizenship by sighting of acceptable documentation should normally be accomplished by the requester prior to initiating the request for investigation. When such documentation is not readily available, investigative action may be initiated with the understanding that said documentation must be provided prior to the issuance of a clearance. If a variance or discrepancy in the documentation provided exists, the DD 1879 should be annotated to this effect. For individuals born outside the U.S., the investigating agency will verify citizenship directly from the appropriate registration authority and also, verify U.S. citizenship or legal status of foreign-born immediate family members.

Acceptable proofs of citizenship are as follows:

(1) *For individuals born in the United States, a birth certificate is the primary and preferred means of citizenship verification. Acceptable certificates must show that the birth record was filed shortly after birth and it must be certified with the registrar's signature. It must bear the raised, impressed, or multicolored seal of the registrar's office. The only exception is a state or other jurisdiction that does not issue such seals as a matter of policy. Uncertified copies of birth certificates are not acceptable.*

(2) *A delayed birth certificate is one created when a record was filed more than one year after the date of birth. Such a certificate is acceptable if it shows that the report of*

November 1998

birth was supported by acceptable secondary evidence of birth. Secondary evidence may include: baptismal or circumcision certificates, hospital birth records, or affidavits of persons having personal knowledge about the facts of birth. Other documentary evidence can be early census, school, or family bible records, newspaper files, or insurance papers.

(3) All documents submitted as evidence of birth in the United States shall be original or certified documents. Uncertified copies are not acceptable.

(4) If the individual claims citizenship by naturalization, a certificate of naturalization shall be submitted.

(5) If citizenship was acquired by birth abroad to a U.S. citizen parent or parents, the following are acceptable evidence:

(a) A Certificate of Citizenship issued by the Immigration and Naturalization Service (I&NS); or

(b) A Report of Birth Abroad of a Citizen of the United States of America (Form FS-240); or

(c) A Certificate of Birth (Form FS-S45 or DS-1350).

(d) A passport or one in which the individual was included will be accepted as proof of citizenship.

f. Education. Corroboration of most recent or most significant claimed attendance, degree, or diploma. Interviews of appropriate educational sources if education was a primary activity of the subject during the most recent three years.

Comment: Corroboration of education within the scope of investigation shall normally be accomplished by the requester prior to the initiation of the request for investigation. If all education is outside of the investigative scope, the last education above high school level will be verified.

g. Employment. Verification of all employments for the past seven years; personal interviews of sources (supervisors, coworkers, or both) for each employment of six months or more; corroboration through records or sources of all periods of unemployment exceeding 60 days; verification of all prior federal and military service, including type of discharge. For military members, all service within one branch of the armed forces will be considered as one employment, regardless of assignments. However, each duty location must be individually listed.

Comment: For Federal employees, all service within one agency of the Federal Government will be considered as one employment, regardless of assignment. However, each duty location must be individually listed.

h. References. Four references, of whom at least two are developed; to the extent practicable, all should have social knowledge of the subject and collectively span at least the last seven years.

i. Former Spouse. An interview of any former spouse divorced within the last ten years.

j. Neighborhoods. Confirmation of all residences for the last three years through appropriate interviews with neighbors and through records reviews.

November 1998

Comment: The SSBI standard for neighborhoods allows an investigative entity sufficient flexibility to meet the standard, provided that a reasonable effort is made to obtain coverage within the investigative period and the lack of coverage in any investigative category should be compensated for through other investigative means.

k. Financial Review. Verification of the subject's financial status, including credit bureau checks covering all locations where subject has resided, been employed, and/or attended school for six months or more for the last seven years.

l. Local Agency Checks. A check of appropriate criminal history records covering all locations where, for the last ten years, the subject has resided, been employed, and/or attended school for six months or more, including current residence regardless of duration. If no residence, employment, or education exceeds six months, local agency checks should be performed as deemed appropriate.

m. Public Records. Verification of divorces, bankruptcies, and other court actions, whether civil or criminal, involving the subject.

n. Subject Interview. A subject interview, conducted by trained security, investigative, or counterintelligence personnel. During the investigation, additional subject interviews may be conducted to collect relevant information, to resolve significant inconsistencies, or both. Sworn statements and unsworn declarations may be taken whenever appropriate.

o. Polygraph (only in agencies with approved personnel security polygraph programs). In departments or agencies with policies sanctioning the use of the polygraph for personnel security purposes, the investigation may include a polygraph examination, conducted by a qualified polygraph examiner.

3. Expanding the Investigation. The investigation may be expanded as necessary. As appropriate, interviews with anyone able to provide information or to resolve issues, including but not limited to cohabitants, relatives, psychiatrists, psychologists, other medical professionals, and law enforcement professionals may be conducted.

J. SINGLE SCOPE BACKGROUND INVESTIGATION – PERIODIC REINVESTIGATION (SSBI-PR)

1. Applicability. Applies to reinvestigations for access to TOP SECRET (including TOP SECRET SAPs), SCI.

Comment: Also, applies to eligibility for occupancy of a critical sensitive position.

2. When to Reinvestigate. The reinvestigation may be initiated at any time following completion of, but not later than five years from the date of, the previous investigation (see Table 2).

Comment: The investigation will cover the most recent five year period or the period since the last investigation, whichever is shorter.

3. Reinvestigative Requirements. Reinvestigative requirements are as follows:

a. Completion of Forms. Completion of SF 86 (or EPSQ), as appropriate, including applicable releases and supporting documentation.

November 1998

b. National Agency Check. Completion of a NAC (fingerprint cards are required only if there has not been a previous valid technical check of the FBI).

c. National Agency Check for the Spouse or Cohabitant (if applicable). Completion of a NAC, without fingerprint cards, for the spouse or cohabitant. The NAC for the spouse or cohabitant is not required if already completed in conjunction with a previous investigation or re-investigation.

d. Employment. Verification of all employments since the last investigation. Attempts to interview a sufficient number of sources (supervisors, coworkers, or both) at all employment of six months or more. For military members, all service within one branch of the armed forces will be considered as one employment, regardless of assignments.

Comment: For Federal employees, all service within one agency of the Federal Government will be considered as one employment, regardless of assignment.

e. References. Interviews with two character references who are knowledgeable of the subject; at least one will be a developed reference. To the extent practicable, both should have social knowledge of the subject and collectively span the entire period of the reinvestigation. As appropriate, additional interviews may be conducted, including with cohabitants and relatives.

f. Neighborhoods. Interviews of two neighbors in the vicinity of the subject's most recent residence of six months or more. Confirmation of current residence regardless of length.

Comment: The SSBI-PR standard for neighborhoods allows any investigative entity sufficient flexibility to meet the standard, providing that a reasonable effort is made to obtain coverage within the investigative period and that lack of coverage in any investigative category should be compensated for through other investigative means.

g. Financial Review.

(1) Financial Status. Verification of the subject's financial status, including credit bureau checks covering all locations where subject has resided, been employed, and/or attended school for six months or more for the period covered by the reinvestigation;

(2) Check of Treasury's Financial Database. Agencies may request the Department of the Treasury, under terms and conditions prescribed by the Secretary of the Treasury, to search automated data bases consisting of reports of currency transactions by financial institutions, international transportation of currency or monetary instruments, foreign banks and financial accounts, and transactions under \$10,000 that are reported as possible money laundering violations.

h. Local Agency Checks. A check of appropriate criminal history records covering all locations where, during the period covered by the reinvestigation, the subject has resided, been employed, and/or attended school for six months or more, including current residence regardless of duration. If no residence, employment, or education exceeds six months, local agency checks should be performed as deemed appropriate.

i. Former Spouse. An interview with any former spouse unless the divorce took place before the date of the last investigation or reinvestigation.

Comment: An interview will be conducted with any former spouse whose divorce from Subject took place after the date of the last investigation or reinvestigation (regardless of how long the interval).

November 1998

j. Public Records. Verification of divorces, bankruptcies, and other court actions, whether civil or criminal, involving the subject since the date of the last investigation.

k. Subject Interview. A subject interview, conducted by trained security, investigative, or counterintelligence personnel. During the reinvestigation, additional subject interviews may be conducted to collect relevant information, to resolve significant inconsistencies, or both. Sworn statements and unsworn declarations may be taken whenever appropriate.

4. Expanding the Reinvestigation. The reinvestigation may be expanded as necessary. As appropriate, interviews with anyone able to provide information or to resolve issues, including but not limited to cohabitants, relatives, psychiatrists, psychologists, other medical professionals, and law enforcement professionals may be conducted.

K. INVESTIGATIVE STANDARDS FOR TEMPORARY ELIGIBILITY FOR ACCESS

1. Introduction. Minimum investigative standards, implementing Section 3.3 of Executive Order 12968, are established for all DoD military personnel, civilian employees, consultants, contractors, subcontractors, employees of contractors, licensees, certificate holders or grantees and their employees and other personnel who require access to classified information before the appropriate investigation can be completed and a final determination made.

2. Temporary Eligibility for Access. In exceptional circumstances where official functions must be performed prior to completion of the investigation and adjudication process, temporary eligibility for access may be granted before investigations are complete and favorably adjudicated. The temporary eligibility will be valid until completion of the investigation and adjudication; however, the agency granting it may revoke it at any time based on unfavorable information identified in the course of the investigation.

a. CONFIDENTIAL and SECRET Levels. As a minimum, such temporary eligibility requires completion of the SF 86 (or EPSQ), including any applicable supporting documentation, favorable review of the form by the appropriate adjudicating authority, a DCII check, and submission of an expedited request for an NACLC.

b. TOP SECRET and SCI Levels For someone who is the Subject of a Favorable Investigation Not Meeting the Investigative Standards for Access at Those Levels. As a minimum, such temporary eligibility requires completion of the SF 86 (or EPSQ), including any applicable supporting documentation, favorable review of the form by the appropriate adjudicating authority, and expedited submission of a request for an SSBI.

c. TOP SECRET and SCI Levels For someone who is Not the Subject of a Current, Favorable Personnel or Personnel-Security Investigation of Any Kind. As a minimum, such temporary eligibility requires completion of the SF 86 (or EPSQ), including any applicable supporting documentation, favorable review of the form by the appropriate adjudicating authority, immediate submission of a request for an expedited SSBI, and completion and favorable review by the appropriate adjudicating authority of relevant criminal history and investigative records of the FBI and of information in the Security/Suitability Investigations Index (SII) and the DCII.

d. Additional Requirements by Agencies. Temporary eligibility for access must satisfy these minimum investigative standards, but agency heads may establish additional requirements based on the sensitivity of the particular, identified categories of classified information necessary to perform the lawful and authorized functions that are the basis for granting temporary eligibility for access. However, no additional requirements shall exceed the

November 1998

common standards for background investigations as contained in this Regulation. Temporary eligibility for access is valid only at the agency granting it and at other agencies that expressly agree to accept it and acknowledge understanding of its investigative basis. Where temporary eligibility for access is granted under the provisions of this section, or where the determination of eligibility for access is conditional, the fact of such temporary or conditional access shall be conveyed to any other agency that considers affording the subject access to its information.

November 1998

DECISION TABLESTABLE 1: WHICH INVESTIGATION TO REQUEST

If the requirement is for	And the person has this access	Based on this investigation	Then the investigation required is	Using standard
CONFIDENTIAL SECRET	none	none	NACLC	H
	CONFIDENTIAL SECRET; "L"	out of date NAC, ENTNAC, NACIC, NACLC, BI, SBI, or SSBI		
TOP SECRET, SCI;	none	none	SSBI	I
	none; CONF, SEC; "L"	current or out of date NAC, ENTNAC, NACIC, NACLC, BI, SBI		
	TS, SCI; "Q"	out of date SSBI	SSBI-PR	J

TABLE 2: REINVESTIGATION REQUIREMENTS

If the requirement is for	And the age of the investigation is	Type required if there has been a break in service or employment of		Type required if there has been a break in access (no access/lower level of access) but remains in military service, federal service, or with same employer in industry
		0-23 mos.	24 mos. or more	
CONFIDENTIAL	0 to 14 yrs. 11 mos.	None (Note 1)	NACLC	None
	15 yrs. or more	NACLC-PR	NACLC	NACLC-PR
SECRET	0 to 9 yrs. 11 mos.	None (Note 1)	NACLC	None
	10 yrs. or more	NACLC-PR	NACLC	NACLC-PR
TOP SECRET, SCI	0 to 4 yrs. 11 mos.	None (Note 2)	SSBI	None
	5 yrs. or more	SSBI-PR	SSBI	SSBI-PR

NOTE 1: The NACLC investigative and reinvestigative requirement for Secret and Confidential access will begin January 1, 1999. Personnel with an existing NAC/ENTNAC completed prior to January 1, 1999 and who have a prior security clearance eligibility, will not require a NACLC to maintain their Secret or Confidential clearance. However, personnel with an existing NAC/ENTNAC completed prior to January 1, 1999 and no prior security clearance eligibility, will require a NACLC for issuance of a Secret or Confidential clearance, regardless of the age of the investigation.

NOTE 2: As a minimum, review an updated SF-86 and applicable records. A reinvestigation SSBI-PR is not required unless the review indicates the person may no longer satisfy the standards of Executive Order 12968.

November 1998

Implementation of the NACLC

- Any National Agency Check (NAC) or Entrance NAC (ENTNAC) submitted for a Secret or Confidential clearance and opened by DSS prior to January 1, 1999, will be eligible for issuance of a security clearance.
- Any Secret/Confidential clearance request opened by DSS after January 1, 1999 will be run as a NACLC, this includes enlisted and officer accessions. Requests not indicating the investigation is for a clearance will continue to be run as a NAC or ENTNAC.
- Personnel with an existing NAC/ENTNAC completed prior to January 1, 1999 and who have a prior security clearance eligibility, will not require a NACLC to maintain their Secret or Confidential clearance. However, personnel with an existing NAC/ENTNAC completed prior to January 1, 1999 and no prior security clearance eligibility, will require a NACLC for issuance of a Secret or Confidential clearance, regardless of the age of the investigation.
- An NACIC and ANACI will serve as the basis for issuance of Secret or Confidential clearances for civilian employees.

Attachment 3